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**NOTICE OF PUBLIC MEETING**  
of  
**THE ARIZONA STATE COMMITTEE ON TRAILS (ASCOT)**  
**EDUCATION, SAFETY, & ENVIRONMENTAL FUNDING SUBCOMMITTEE (ESEF)**  
of  
**THE ARIZONA STATE PARKS BOARD**

Notice is hereby given pursuant to A.R.S. §38-431.02 to members of the Arizona State Committee On Trails (ASCOT) and the general public that the ESEF Subcommittee will hold a meeting open to the public on **Monday, May 11, 2015, at Arizona State Parks, in the Arizona State Parks Board Room located at 1300 W. Washington St. Phoenix, AZ 85007 beginning at 10:00 am.** Attendance to this meeting is available by calling **1.877.820.7831** and entering the participant passcode **522515**. Items on the Agenda may be discussed out of order, unless they have been specifically set for a time certain. The Committee will discuss and may take action on the following matters:

**AGENDA**

**(The Chair reserves the right to set the order of the agenda.)**

- A. CALL TO ORDER AND ROLL CALL**
- B. CALL TO THE PUBLIC** – The Chair will recognize those wishing to address the Committee. It is probable that each presentation will be limited to one person per organization and the time allotted by the Chair. Action taken as a result of acknowledgment of comments and suggestions from the public will be rescheduling the matter for further consideration at a later time or further research.
- C. ACTION ITEM** - The subcommittee will discuss the following:
  - 1. Consider Approving the Recommended Options for the Available RTP Education Funds** –  
Staff will present options for members to consider in order to spend the available RTP Education Funds by the September 30, 2015 statutory deadline. ESEF members will discuss the implementation process of the decided options. The committees' recommendations will be forwarded to ASCOT at their meeting on June 20, 2015.
- E. NEXT MEETING DATE** – The subcommittee will determine if a follow up meeting is needed.

**Saturday, June 20, 2015 – ASCOT meeting**

## F. ADJOURNMENT

A copy of this agenda and any background material provided to ASCOT Members is available for public inspection at Arizona State Parks, 1300 W. Washington, Phoenix, Arizona. Additional information may be obtained by contacting Mickey Rogers at 602-542-6942.

Pursuant to Title II of the Americans with Disabilities Act (ADA), Arizona State Parks does not discriminate on the basis of a disability regarding admission to public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the State Parks office at (602) 542-4174; or TTY (602) 542-4174. Requests should be made as early as possible to allow time to arrange the accommodation.



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Kent Ennis, Deputy Director,  
Arizona State Parks

Posted at: Arizona State Parks  
1300 W. Washington, 1<sup>st</sup> Floor, Phoenix, Arizona  
And at: <http://azstateparks.com/committees/ASCOT.html>

Arizona State Committee on Trails - ESEF  
Agenda Item C1



Title: Consider Approving the Recommended Options for  
the Available RTP Education Funds  
Staff Lead: Mickey Rogers, Grants Coordinator  
Date: May 11, 2015

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**Recommended Motion:**

I move to approve the recommended options for spending the available RTP Education Funds.

**Status to Date:**

At the August 2, 2014 ASCOT meeting, members were made aware of the up to 5% of available Recreational Trails Program funding that can be set aside for safety and education projects. Arizona State Parks set aside \$50,000 in Recreational Trails Fund for Safety and Education Projects in 2010. To date, \$30,000 has been spent leaving a balance of \$20,000. ASCOT established the Education, Safety and Environment Fund (ESEF) subcommittee to determine the best use of the \$20,000 of available RTP Education Funds.

On April 11, 2015 ESEF presented to ASCOT their ideas about spending the money through an application process by splitting the \$20,000 into four smaller grants of \$5,000. As staff was following up on the committee's questions regarding the distribution of the Education, Safety and Environment funds, the discussion led to concerns about the feasibility of creating an application process, publicizing it for the statutorily mandated amount of time (two weeks), awarding/distributing the money, and ensuring that it is spent by the September 30, 2015 deadline.

In addition, staff discovered that if the programs/projects chosen for funding are not equally applicable for motorized and non-motorized trail uses. The \$20,000 must be split between motorized and non-motorized uses (similar to RTP money provided for grant funding). These concerns led to the generation of several feasible proposals to use the money in the required time allowance (see Attachment C1A).

**Time Frame:**

According to the statutorily mandated amount of time, the money must be spent by September 30, 2015. The Committee will forward their recommendation to ASCOT at their meeting on June 20, 2015.

**Staff and Financial Resources:**

Grants staff is responsible for soliciting grant projects and administering the awarded grants.

**Relation to Strategic Plan:**

Partnerships Goal: To build lasting public and private partnerships to promote local economies, good neighbors, recreation, conservation, tourism and establish sustainable funding for the agency.

**Attachments:**

C1A –Options For Consideration and Costs

C1B – GPS Units

C1C – Wilderness First Responder

C1D – Buffelgrass Mitigation

C1E – Chain Saw Training

Recreational Trails Safety and Education Funding

	Number	Amount:
Possible uses of funds:		
GPS Units Oregon 650	2	\$ 480.00 \$ 960.00
NOLS		
Wilderness First Aid		\$ 140.00 16 hours
Wilderness Medicine Protocol Package		\$ 205.00 16 hours
MFA w/GPR		\$ 210.00 20 hours
Wilderness Advance First Aid		\$ 280.00 40 hours
Wilderness First Responder		\$ 480.00 80 hours
lodging/Meals w instructors		\$ 120.00
Class room ?		
Sublegrass Mitigation		\$ 60.00
Arizona Conservation Corps		
MFA		\$ 200.00
MFR		\$ 500.00
Chain Saw		\$ 300.00 40 hours
		\$ 19,040.00

# Background on GPS Units

ATTACHMENT C1B

## GPS Units – Oregon 650:

These also have cameras that can geo-tag all pictures along with all of the other functions of a GPS unit. If you would like more information on these please visit: <https://buy.garmin.com/en-US/US/on-the-trail/handhelds/oregon-650/prod113520.html>



3" sunlight-readable touchscreen display with dual orientation

8 MP autofocus camera with LED flash/torch

Worldwide basemap with shaded relief

3-axis compass with accelerometer and barometric altimeter sensors

Dual battery system — 2 AA batteries or included rechargeable internal NiMH pack

With high-sensitivity GPS and GLONASS satellite tracking, worldwide basemap with shaded relief and customizable buttons for 1-touch image capture and waypoint marking, Oregon 650 opens a new world of GPS mapping and positioning.

## NOLS Wilderness Medicine Institute Sponsor Fact Sheet



The NOLS Wilderness Medicine Institute (WMI) has entered its third decade as the leader in wilderness medicine education with nearly 145,000 successful graduates to date. More than 250 sponsors each year recognize the value of our dynamic educators, up-to-date curriculum materials and numerous recertification opportunities. Together, we continue to increase the level of leadership in the outdoor community.

When you sponsor a WMI course, you are sponsoring with a full-service organization committed to helping you run high-quality training programs. The WMI marketing base provides sponsors with exposure to an ever-expanding population of outdoor professionals and recreationists. Our full-time office staff strives to support your course and to give you and your students the best experience possible.

### What does WMI provide?

- A nationally recognized certification that is easy to recertify year-round throughout the United States.
- A full-time programming team dedicated to serving you and ensuring that courses run smoothly (*Travis Welch - travis\_welch@nols.edu, Cheryl Jones - cheryl\_jones@nols.edu, Chandra Swanson - wmi\_programassistant@nols.edu*).
- Two fully qualified, professional instructors selected through an extensive instructor training program.
- All student materials and supplies, including all textbooks.
- All gear and equipment.
- Advertising at no additional charge through:
  - The WMI website: [www.nols.edu/wmi](http://www.nols.edu/wmi).
  - Representation at national conferences.
  - 4-color flyers for each of your courses.
- A sample confirmation package for incoming students.
- A sponsor checklist.
- Helpful, consistent service from our full-time office staff.
- Wilderness Medicine Protocol Package (CD) – available for purchase through our e-commerce site: [www.nols.edu/store](http://www.nols.edu/store).

### What are my responsibilities?

As a WMI sponsor, you are responsible for:

**ADVERTISING.** It is important to begin advertising courses 3-6 months in advance. Advertising mediums include: direct mail to your mail list, flyers, and radio, newspaper and television ads. This does not have to be expensive; many local agencies will air or publish your press release for free. We provide 4-color flyers for distribution in your area. We can also provide artwork for ads on request.

**ENROLLING STUDENTS.** As a sponsor, you are responsible for collecting student registrations. If you are unable or unwilling to do this, WMI provides this service for an additional fee of \$20 per student. The goal in our office is to return phone calls, mail and email requests within 24 hours of receiving them. We encourage you to require a non-refundable course deposit from students to ensure their commitment to attending your program.

**CONFIRMATION PACKET.** WMI provides a sample confirmation packet. You will need to customize the sample packet for your course and send that information to students who register. You should strive to send out information within 48 hours of receiving a registration.

**LODGING AND MEALS FOR WMI STAFF.** Lodging and food need to be provided for the two instructors from the evening before the course starts until the morning after the course ends. Instructors need private lodging in a quiet location away from the students to prepare and rest. Motel rooms, private rooms in youth hostels and guest apartments are all acceptable. Dormitories, floors, guest rooms and couches are not. Camping is acceptable on 2-3 day courses if the facility is limited to camping only. Food needs to be provided for the staff for the entire period. Group meal plans or meals per diem are acceptable.

# NOLS Wilderness Medicine Institute Sponsor Fact Sheet

**LODGING AND MEALS FOR STUDENTS.** If you can arrange an inexpensive lodging and/or meal package (less than \$25-\$30/day) for students, it can greatly increase your enrollment. The typical WMI student needs wilderness medicine training for their job but is budget conscious; packages that include lodging and use of a kitchen are most popular. Students also enjoy camping options that include access to the classroom in the evening. If your facility will not accommodate a lodging or meal plan, it is helpful to provide students with a list of local options for inexpensive housing and camping.

**CLASSROOM SPACE.** You will need to provide an indoor, heated classroom or meeting area with a white or black board. An open classroom (desks and chairs that are not secured to the floor) with easy access to the outside is optimal. The classroom needs to be a minimum of 30' by 40' with seating for 30.

An outdoor area for practical sessions is also required, the more realistic the better. For example, it is more fun to throw someone in a creek than to pretend the sprinklers are a horrendous rainstorm.

**EQUIPMENT AND LOGISTICS.** We are fully prepared to provide all equipment for your programs. In some cases we may inquire about the availability of large, difficult to transport items you may have on-site. However, it is not required that you purchase or rent any equipment. Although it will be at no cost to you, we may ask for your assistance in receiving and shipping boxes of equipment and course materials. We find that an on-course host/liason prepared to help with course logistics increases the overall success of the program.

## How much will it cost?

Please note that WMI prices are inclusive. Many of our competitors will quote you a lower price, but upon comparison you may discover hidden costs. WMI pricing is based on a per student cost plus travel, meals and lodging for instructional staff. As an incentive, we will offer you a maximum of two free tuitions per program based on your final enrollment. You will be credited one free tuition with an enrollment of at least 20 students. You will be credited a second free tuition with an enrollment of 29 students. Minimum enrollment on courses is 15; maximum is 30.

## Per Student Fees Prices Valid 9/1/2014 - 8/31/2015

WFA	(16 hours)	\$140.00/student
WMPP	(16 hours)	\$205.00/student
WFA with CPR	(20 hours)	\$210.00/student
WFR Recert	(24 hours)	\$190.00/student
Wafa	(40 hours)	\$280.00/student
Wilderness Upgrade	(48 hours)	\$490.00/student
WFR	(80 hours)	\$480.00/student

## Additional Costs

**TRAVEL EXPENSES FOR WMI STAFF.** Travel expenses are the responsibility of the sponsor. You will be billed either the cost of airfare to your site or the cost of mileage at \$0.575/mile (subject to change based on government rate). We always do our best to provide the most qualified instructional team at the most economical cost. Contact us for a travel estimate.

**LODGING FOR WMI STAFF.** See the previous page for acceptable options. Lodging must begin the night before the course starts and end the morning after it finishes.

**MEALS FOR WMI STAFF.** If a group meal plan is not provided, staff will incur expenses for food during the course. Budget \$36/day/instructor for all courses 4 days or less in length, or when the staff will have no cooking facility. If full cooking facilities are provided, budget \$20/day/instructor (only available for courses 5 days or longer). Travel day meals are assessed at \$18/day.

**CLASSROOM SPACE.** We commonly find classrooms from \$0-\$200/day.

*If you have further questions or are ready to explore dates, please contact our Director, Melissa Gray, at 866-831-9001 or [melissa\\_gray@nols.edu](mailto:melissa_gray@nols.edu). We look forward to working with you.*





Southern Arizona Buffelgrass Coordination Center  
 1955 E. Sixth Street  
 Tucson, AZ 85719

Date: 4/22/14

Neal Kittelson  
 Invasive Species Project Manager  
 Southern Arizona Buffelgrass  
 Coordination Center  
 Tucson, AZ 85719  
 (520) 621-3024  
[neal.kittelson@buffelgrass.org](mailto:neal.kittelson@buffelgrass.org)

**Buffelgrass Mitigation  
 Certification Program**

The goal of the Buffelgrass Mitigation Certification Program is to educate landscape contractors (or anyone interested) in all things buffelgrass with emphasis on proper identification and management techniques. At the end of the course, a person should be more confident in recognizing buffelgrass, mitigating it properly and making management recommendations. It is a 4 hour course which includes a classroom presentation, infield identification and course evaluations (see outline below).

**Course Includes:**

- Buffelgrass Presentation (~2hrs)
  - Invasive Species Concepts (Noxious vs. Invasive vs. Exotic, etc.)
  - Buffelgrass Rules, Regulations, Codes, Laws
  - General Buffelgrass information
    - Description, Introductions, Distribution
  - Buffelgrass Identification
  - Buffelgrass Biology and Lifecycle
  - Buffelgrass and the Environment
    - Native Vegetation
    - Fire
  - Buffelgrass Management Techniques
    - Manual
    - Chemical
    - Others
  - Safety
  - Similar Natives
  - Other Invasives
- Field Identification (~1hr)
- Group Project (Scenario) (~0.5hrs)
- Course Exam (Multiple Choice) (~0.5hrs)
- Take Home Project (optional)
  - Provide an example proposal
  - or, Develop a buffelgrass mitigation proposal for critique

**Course Materials (provided)**

- Buffelgrass Mitigation Handbook
- Pocket Identification Guide.

## **Capacity Building for Invasive Species Management**

### **Central Arizona Conservation Alliance Partners:**

Desert Botanical Garden  
City of Phoenix Parks and Recreation  
Maricopa County Parks and Recreation  
McDowell Sonoran Conservancy  
Audubon Arizona  
Phoenix Mountains Preservation Council  
White Tank Mountains Conservancy  
Arizona State University's  
    Central Arizona Long-term Ecological Research Project  
    College of Public Service and Community Solutions  
    Center for Biodiversity Outcomes

### **Additional Reach- Regular Central Arizona Conservation Alliance Collaborators:**

Desert Foothills Land Trust  
City of Peoria Community Development  
City of Surprise Planning and Zoning  
City of Chandler Recreation Division  
City of Glendale Parks Operations and Community Services Divisions  
City of Tempe Public Works Department  
Town of Gilbert Parks and Recreation  
City of Buckeye Planning  
Town of Queen Creek Recreation Division  
DMB Associates, Inc.  
Arizona State University School of Life Sciences  
City of Scottsdale Parks and Recreation  
Okonagen Trail Construction, Inc.  
The Nature Conservancy  
Arizona Game and Fish Department  
Bureau of Land Management  
SWCA Environmental Consultants

**Buffelgrass Mitigation Training Budget**

<b>Item</b>	<b>Cost Per</b>	<b>#</b>	
Biannual Buffelgrass Mitigation Certification Courses with Southern AZ Buffelgrass Coordination Center	\$50 per person	40	\$2000
Course materials and supplies	\$10 per person	40	\$400
Light refreshments	\$7 per person	40	\$280
<b>Total Budget</b>			<b>\$2680</b>

# Background on Saw Training

ATTACHMENT C1E

## **Saw Training:**

As a training program not officially affiliated with any federal land management agency we are able to offer equivalency training. This type of training will not provide the participant with any "official" document that allows them to cut for the federal government, BUT our training program is very widely recognized by land managers in AZ as well as the Southwest.

Our bread and butter saw program offering is an A sawyer equivalency training which encompasses:

- Safe use and practice of power saws
- Daily use and maintenance of power saws
- Encompasses all aspects of Personal protective equipment at current recognized standards
- Falling live conifers native to AZ
- Limbing and Bucking techniques associated with conifer trees
- Introduction to non-native/invasive chainsaw projects

The course is a 40 hour training which includes 2 days (16 hrs) and 3 days (24 hrs) of hands on field experience.

We aim to have a 3:1 student instructor ratio, and provide personal instruction to participants at their experience level.

Russ Dickerson, our Northern Arizona Regional Saw Programs Coordinator may be better able to answer questions in regard to the Saw training we can offer you. He is down in Prescott today, but can be reached at (928) 607 - 9240